

**Minutes**  
**General Counsel Commission**  
**January 14, 2014**

**LOCATION:** Municipal Building Room 208

**COMMISSIONERS PRESENT:** Councilwoman Mary Bartolotta, Chair  
Councilman Gerald Daley  
Councilman Carl Chisem  
Councilman Sebastian Giuliano

**COMMISSIONER ABSENT:** Councilwoman Deborah Kleckowski

**STAFF PRESENT:** Kathleen Morey, Director of Human Resources  
Kori Wisneski, Deputy General Counsel

**PUBLIC PRESENT:** Ronald Klattenberg, Carl Erlacher, Wayne Bartolotta,  
Christine Bourne.

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**1. Meeting Called to Order by Councilwoman Bartolotta**

The regular monthly meeting was called to order by Councilwoman Bartolotta at 7:07p.m.

**2. Public Comment**

Councilwoman Bartolotta opened the public comment portion of the meeting.

Ron Klattenberg spoke to the new job description, Manager of Senior Services. Ron noted that the correct name in the job description for the new center should read "Middletown Senior/Community Center for Eckersley Hall". Mr. Klattenberg further stated that funding is in place for this position and the building committee hopes to get a person on board so they can become part of the process as soon as possible.

Carl Erlacher spoke stating that he was part of the labor management committee and he is available to answer any questions.

There being no other members of the public wishing to speak, the public comment portion of the meeting was closed at 7:10 p.m.

**3. Approval of Minutes**

The minutes of the regular meeting of October 8, 2013 of the former Personnel Review Commission and the regular meeting of September 17, 2013 of the former Ordinance Study Commission were approved with Councilman Chisem abstaining.

**D. New Business**

1. New Job Description – Human Resources Generalist:  
The motion for approval was made by Councilman Daley and was seconded by Councilman Chisolm. The motion to approve passed by unanimous vote.
2. New Job Description – Manager of Senior Services: A motion to change the name to Middletown Senior/Community Center for Eckersley Hall and approval of the job description

was made by Councilwoman Bartolotta and seconded by Councilman Giuliano. The motion passed by unanimous vote.

**3. Labor Management – Teamsters Local #671**

- a. Clerk of the Common Council – brief discussion with recommendation from Councilman Daley to change the wording in the second bullet on page two to include the wording *City departments*, removing *Office of General Counsel*. And to substitute the phrase *as appropriate for as requested*.
- b. Manager of Accreditation, Research & Special Projects
- c. Assistant Director of Finance
- d. Manager of Human Resources – BOE
- e. Manager of Financial Operations – BOE

After further discussion, Councilman Daley made a motion to approve the recommendations from Labor Management, including the language change to the Clerk of Common Council job description. The motion was seconded by Councilman Chisem and passed by majority vote, with Councilman Giuliano casting a Nay vote.

**E Other**

- 1. Vacancy Report** – Report dated January 13, 2014 was received and reviewed. No action required.
- 2. Legal Expenses:**  
Bills from Robinson & Cole and Chadwick & Stone were reviewed. No action required.

**Adjournment**

Councilman Daley made a motion to adjourn. The meeting was adjourned at 8:15 p.m.